

LDS Family Services (UK) Limited  
(A limited company and registered charity)

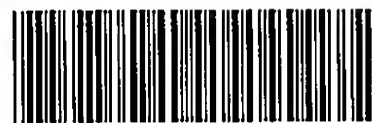
Annual Report and Financial Statements

Year ended 31 December 2008

Company number: 1346482

Charity number 275643

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**LDS Family Services (UK) Limited**

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**Year ended 31 December 2008**

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## **LDS Family Services (UK) Limited**

### **Report of the trustees for the year ended 31<sup>st</sup> December 2008**

The trustees are pleased to present their report together with the financial statements of the charity for the year ending 31<sup>st</sup> December 2008.

#### **Legal and administrative details**

Charity number: 275643

Company number: 1346482

Principal Office: 751 Warwick Road, Solihull, West Midlands, B91 3DQ

Accountant	Paul Stobbs Chartered Accountant	1 Summer Hollow, Broadmore Green, Rushwick, Worcester WR2 5TE.
Bankers	HSBC	34 Poplar Road, Solihull, West Midlands, B91 3AF
Solicitors	Devonshires	Salisbury House, London Wall, London, EC2M 5QY

#### **Directors and trustees**

The directors of the charitable company (the charity) are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

The trustees serving during the year and since the year-end were as follows:

John Dodd Chair/secretary:	(Resigned 10 <sup>th</sup> December 2008)
Fred Martin Riley	(Resigned 10 <sup>th</sup> December 2008)
Dennis R Lifferth	
Gregg Reeves	(Appointed 10 <sup>th</sup> December 2008)
Rainer Wiborny	(Appointed 10 <sup>th</sup> December 2008)

#### **Structure, Governance and Management**

##### **Governing Document**

LDS Family Services (UK) Limited is a limited company and a registered charity. The Charity is governed by its Memorandum and Articles of Association.

##### **Appointment of trustees**

As set out in the Articles of Association, new or additional directors are to be appointed by the shareholder (LDS Family Services Utah), providing such persons are willing so to act either to fill a vacancy or as an additional trustee.

The shareholder will also determine the rotation and time in which trustees are to retire. Currently no term is fixed to the term served. Trustees shall not be less than two or more than seven in number.

The Shareholder may, from time to time, vary the minimum or maximum number of directors.

#### Trustee induction and training

New trustees undergo an orientation day to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision making processes, the business plan and recent financial performance of the charity.

During the induction day they meet key employees and other trustees. Trustees are updated and advised on legal issues by Devonshires Solicitors.

#### Organisation

The board of trustees, which can have up to 7 members, administers the charity. The board meets at least once a year. Reports are received in or around each October for the following financial year from the heads of each department for approval by the Trustees. In or around March each year each department gives a report on the previous year.

The trustees monitor progress throughout the year and other trustees meetings are held as and when required.

#### Employees

The charity has the policy of ensuring that its employees are those that are able to meet the necessary requirements of their position and are up to date on any developments required for their position. This is achieved in a variety of ways:

- Applications for new positions in the charity are invited from anyone with the relevant qualifications - the key emphasis is on their ability to meet the requirements of the position although the application form does request the applicant to mention if they have any illnesses or medical condition which the employer would need to be aware of in order to make reasonable adjustments should they be successful.
- The charity utilizes regular staff meetings during the year which help to ensure that the employees' input is received regarding any decisions which affect their interests. In addition there are websites and e-mail facilities available to enable more effective communication and training. This helps to ensure that employees receive systematic updates on matters concerning them as employees and ensures their involvement in relation to the financial and economic factors that affect the performance of the charity.
- In addition to the above points the charity is mindful of the need to cater for those with disabilities. Where any employees become incapacitated during their employment they are entitled to receive long term disability benefits from the charity. Where an employee becomes disabled but not incapacitated the employer will make any reasonable adjustments necessary. On training and career development issues, there is no distinction made between disabled and non-disabled employees. The same opportunities are available to all staff, irrespective of disability. The key emphasis is on technical ability of each employee.

#### Related parties

None

## Risk management

### Financial risk

The following statements summarize the charity's policy in managing identified forms of financial risk:

- Price risk – Salary costs are communicated to staff during the formal annual review of salaries.
- Credit risk – Credit risk on amounts owed to the charity by its customers is low as the majority of its debtors are those who have been used frequently by the charity in the past and have a proven reliability.
- Liquidity risk – The charity has no long-term borrowings. Assurances of continuing financial support have been received from the parent company.
- Interest rate cash flow risk – The charity is able to place surplus funds on short term deposit with the company's bankers.

In addition the trustees have a risk management strategy which comprises:

- an annual review of the risks the charity may face;
- the establishment of systems and procedures to mitigate those risks identified in the plan; and
- the implementation of procedures designed to minimise any potential impact on the charity should those risks materialise.

### Objectives and activities

The object of the charity is to provide professional, clinical, health and other similar or related services to members of the Church and others, and further to assist such persons to pursue a course of life consistent with the principles and objectives of the Church.

To achieve this, the charity offers a counselling service for a variety of issues. This includes where the charity will, when requested, assess missionaries before they begin their assignment to advise whether their call is suitable for them. In this activity it will deal with people with Autism, anger issues, Aspergers Syndrome etc.

### Achievements and performance

In 2008 the Charity operated with 2 full time counsellors & one senior practitioner. All of them were given targets that were exceeded.

Counsellors were also able to undertake consultation sessions with ecclesiastical leaders throughout the UK.

A missionary couple from the US who assisted Family Services on a volunteer basis achieved the following during the year:

- 11 support groups were up and running in relation to addiction recovery programmes by 31 December 2008 in consultation with ecclesiastical leaders throughout the UK.

## **Financial Review**

Each year the trustees carry out a detailed review of each department of the charity. They review the previous year's achievements and review and approve the budgets for next year.

The end of the year saw an overall increase in both incoming resources and resources expended, leaving an overall increase in reserves of £19,879.

This was largely due to a donation received from its parent company of £188,456. The other incoming resources comprised of family counselling services (£56,514).

Resources expended decreased from £225,779 in 2007 to £225,091 in 2008.

### **Investment powers and policy**

Under the Memorandum and Articles of Association, the charity has the power to invest in any way the trustees wish.

There were no investments to report of in the company for the year.

### **Reserves policy**

The trustees have established the level of reserves (that is those funds that are freely available) that the charity ought to have. Reserves are needed to bridge any funding gaps between spending and receiving resources through shareholder grants and member donations. The trustees' policy is to hold the equivalent of approximately 12 months expenditure in reserves.

The actual reserves at 31<sup>st</sup> December 2008 were £120,994 which is £104,000 short of our target.

## **Plans for future periods**

In 2009 the Charity will be operating with 2 full-time counsellors and one full-time senior practitioner.

Under new direction the Charity will set up a UK council of volunteers to promote the service, with the three counsellors as part of that council. There is no longer a volunteer missionary couple to assist in the work so this becomes more crucial.

The plan for the Addiction Recovery Program is to expand to all stakes in the UK.

### **Trustees' responsibilities in relation to the financial statements**

Company law requires the trustees to prepare financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year. In doing so the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make sound judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis as long as it is appropriate to presume that the charity will continue in business.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enables them to ensure that the financial statements comply with the companies Act 1985. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Statement on disclosure of information to the charity's accountant**

So far as we are aware, there is no relevant accounting information of which the charity's accountant is unaware; and

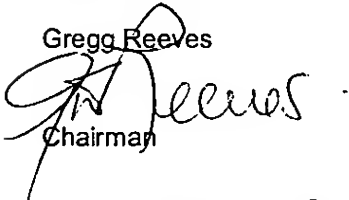
Each trustee has taken all the steps (such as making enquiries of other trustees and the accountant and any other steps required by the trustees' duty to exercise due care, skill and diligence) that he ought to have taken in his duty as a trustee in order to make himself aware of any relevant accounting information and to establish that the charity's accountant is aware of that information.

### **Auditors**

As the charitable company was entitled to avail of audit exemptions under section 249 of the companies Act 1985, no audit was required for the accounts.

By order of the trustees

Gregg Reeves



Chairman

Date

1 May 2009

**ACCOUNTANT'S REPORT TO THE MEMBERS OF**  
**LDS Family Services (UK) Limited**  
**for the year ended 31st December 2008**

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**Accountant's report to the members of LDS Family Services (UK) Limited**

I report on the financial statements for the year ended 31st December 2008 which comprise the statement of financial activities, the balance sheet and related notes.

**Respective responsibilities of directors and examiner**

The directors also act as trustees for the charitable activities of LDS Family Services (UK) Limited.

The charity's trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year as the charity's gross income does not exceed £500,000 in either the current financial year or the financial year immediately preceeding this year.

Therefore an independent examination is needed.

It is my responsibility to:

- a Examine the accounts.
- b Follow the procedures laid down in the General Directions given by the Charity Commissioners.
- c Give due regard to the requirements of the Companies Act 1985 as applicable.

**Basis of accountant's report**

My examination was carried out in accordance with the general directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.



# ACCOUNTANT'S REPORT TO THE MEMBERS OF

LDS Family Services (UK) Limited

for the year ended 31st December 2008

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## Accountant's statement

It is my view that:

- a The accounts of the company for the year ending 31st December 2008 are in agreement with the accounting records kept by the company under section 221 of the Companies Act 1985.
- b Having regard only to, and on the basis of, the information in those accounting records, these accounts have been drawn up in a manner consistent with the provisions of the Act as specified in subsection (6) of section 249C, so far as applicable to the company.
- c Having regard only to, and on the basis of, the information in the accounting records, the company satisfied the requirements of section 249A(4), for the financial year ended 31st December 2008, and did not fall within section 249B(1) (a) to (f) at any time during the financial year.

In connection with my examination, no matter has come to my attention:

- d Which gives me reasonable cause to believe that in any material respect the requirements:
  - i To keep accounting records in accordance with section 41 of the Charities Act 1993.
  - ii To prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act.have not been met; or
- e To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Name: Paul Stobbs  
Professional Qualification: Associate, Institute of Chartered Accountants in England & Wales  
Address: 1 Summer Hollow  
Broadmore Green  
Rushwick  
Worcester  
WR2 5TR

Date: 1/5/09

# LDS Family Services (UK) Limited

## Statement of financial activities

for the year ended 31st December 2008

	<u>Notes</u>	<u>2008</u> £	<u>2007</u> £
<b>Incoming resources</b>			
<b><i>Incoming resources from generated funds:</i></b>			
<b><i>Voluntary Income</i></b>			
Subsidy from parent company		188,456	185,745
<b><i>Incoming resources from charitable activities:</i></b>			
Family counselling services		56,514	61,687
<b><i>Other incoming resources</i></b>			
Gain on disposal of fixed assets		-	2,665
<b>Total incoming resources</b>		<u>244,970</u>	<u>250,097</u>
<b>Resources expended</b>			
<b><i>Charitable activities</i></b>			
Provision of family counselling services	4b	221,231	223,134
<b><i>Governance costs</i></b>	4c	3,860	2,645
<b>Total resources expended</b>		<u>225,091</u>	<u>225,779</u>
Net Incoming resources		19,879	24,318
Fund balances brought forward at 1 January 2008		101,115	76,797
Fund balances carried forward at 31 December 2008		<u>120,994</u>	<u>101,115</u>

The Statement of Financial Activities constitutes an Income and Expenditure account for the purposes of the Companies Act 1985.

No separate Statement of Total Recognised Gains and Losses has been presented as all such gains and losses have been dealt with in the Statement of Financial Activities.

The result for the year arises from the company's continuing activities.

The notes on pages 12 to 15 form part of these financial statements.

# LDS Family Services (UK) Limited

## Balance Sheet as at 31st December 2008

	<u>Notes</u>	<u>2008</u>	<u>2007</u>
		£	£
<b>FIXED ASSETS</b>			
Tangible assets	5	12,414	28,462
<b>CURRENT ASSETS</b>			
Debtors	6	9,610	17,738
Cash at Bank and in hand		99,445	55,390
		<u>109,055</u>	<u>73,128</u>
<b>CREDITORS</b>			
Amounts falling due within one year	7	<u>(375)</u>	<u>(375)</u>
<b>NET CURRENT ASSETS</b>		108,680	72,753
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>121,094</u>	<u>101,215</u>
<b>CAPITAL AND RESERVES</b>			
Called up share capital	8	100	100
Unrestricted income funds:			
General		120,994	101,115
<b>SHAREHOLDERS' FUNDS - UNRESTRICTED</b>	9	<u>121,094</u>	<u>101,215</u>

These accounts have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

The directors have taken advantage of the Companies Act 1985 by not having these accounts audited under Section 249A(2) (partial exemption).

The directors have acknowledged their responsibilities for preparing accounts which give a true and fair view of the company and of the profit or loss for the year then ended in accordance with the requirements of Section 226 of the companies Act 1985 and which otherwise comply with the requirements of this Act relating to Accounts, so far as applicable to this company.

The directors have acknowledged their responsibilities for ensuring that the company keeps accounting records which comply with Section 221 of the Companies Act 1985.

The directors have confirmed that no notice has been deposited under section 249B(2) of the Companies Act 1985.

Approved by the board on 1/5/09

  
Gregg Reeves  
Chairman

The notes on pages 12 to 15 form part of these financial statements.

## **LDS Family Services (UK) Limited**

**Financial statements for the year ended 31st December 2008**

### **Accounting policies**

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#### **BASIS OF ACCOUNTING**

These financial statements have been prepared in accordance with the Charities (Accounts and Reports) Regulations October 2005, the Statement of Recommended Practice "Accounting and Reporting by Charities" and under the historical cost convention and in accordance with applicable accounting standards in the United Kingdom.

#### **ACCOUNTING CONCEPT**

The company's basis of accounting is that income is recorded on the accruals basis. Expenditure is recorded on a cash basis but modified for certain items of accrued expenditure. The effect of not preparing financial statements fully on the accruals basis is not considered by the directors to be material.

#### **FRS 18**

The directors have reviewed the accounting policies and confirmed that they are the most applicable.

#### **DEPRECIATION**

Depreciation is provided on all tangible fixed assets at rates calculated to write each asset down to its estimated residual value evenly over its expected useful life, as follows:-

Motor vehicles	over 4 years
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Assets with a cost below £5,000 are not capitalised.

#### **TURNOVER**

Turnover represents the amount billed for services provided. The directors consider that an analysis of the turnover by class of business and geographical area is not appropriate and any other breakdown would be prejudicial.

#### **CASH FLOW STATEMENT**

No cash flow statement has been prepared as the company meets the small company exemption limits as defined by s247 of the Companies Act 1985.

**LDS Family Services (UK) Limited**

**Financial statements for the year ended 31st December 2008**

**Accounting policies**

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**PENSION CONTRIBUTIONS**

The costs of providing pensions is calculated using actuarial valuation methods which reflect the long-term costs of providing such pensions.

For defined benefit schemes the regular cost of providing for pensions is calculated so as to produce a substantially level percentage of the current and estimated future pensionable payroll; variations from the regular cost so calculated are allocated to the income and expenditure account over the average remaining service lives of employees.

The company has adopted the transitional arrangements of FRS17 "Retirement Benefits" for the year ended 31 December 2008. The disclosures required by this standard are shown in note 13. As permitted by its transitional arrangements, figures arising under the standard have not been reflected in the financial statements.

# LDS Family Services (UK) Limited

## Notes to the financial statements

for the year ended 31st December 2008

### 1 Turnover

The company's turnover and result before taxation were derived from charitable work performed in connection with its principal activity.

The company's turnover was wholly earned within the United Kingdom.

	2008	2007
2 Result for the year	£	£

This is stated after charging:-

Depreciation on owned assets	16,049	16,049
Auditors' remuneration	375	375
Profit on disposal of tangible fixed assets	-	2,665

3 Employees	2008	2007
	No.	No.

The average weekly number of persons (including directors) employed by the company during the year was:

Directors	3	3
Counsellors	3	3
Office staff	1	1
	<u>7</u>	<u>7</u>

	2008	2007
	£	£

Staff costs for the above persons:

Wages and salaries	131,396	129,672
Social security costs	15,812	15,913
Other pension costs	20,477	18,386
	<u>167,685</u>	<u>163,971</u>

No employee earned in excess of £60,000 during the year.

### DIRECTORS REMUNERATION

None of the directors who served during the year ended 31 December 2008 received remuneration from this company, nor was any charge made to the company for their services by any other group company. Additionally no director received reimbursement for expenses incurred during the year.

# LDS Family Services (UK) Limited

## Notes to the financial statements

for the year ended 31st December 2008

### 4a Analysis of charitable activities

	Total 2008 £	Total 2007 £
Provision of family counselling services	221,231	223,134

### 4b Charitable activities allocation

	Charitable activities £	Support Costs £	Total Costs £
Salaries and wages	114,516	15,880	130,396
Employee benefits	35,008	1,281	36,289
Travel	21,325	1,000	22,325
Materials and supplies	750	5,130	5,880
General and Admin.	-	8,704	8,704
Equipment maintenance	-	1,588	1,588
Depreciation	-	16,049	16,049
Total	171,599	49,632	221,231

All of the above support costs entirely relate to the provision of counselling services

### 4c Governance costs

	Total £
Accounting costs	1,375
Legal fees	2,485
Total	3,860

### 5 Tangible fixed assets

	Motor Vehicles £
Cost	
1 January 2008	64,195
Disposals	-
Additions	-
31 December 2008	64,195
Accumulated Depreciation	
1 January 2008	35,733
Depreciation on vehicles sold	-
Charge for the year	16,048
31 December 2008	51,781
Net Book Value	
31 December 2008	12,414
31 December 2007	28,462

# LDS Family Services (UK) Limited

## Notes to the financial statements

for the year ended 31 December 2008

<b>6 Debtors</b>	<b>2008</b>	<b>2007</b>
	<b>£</b>	<b>£</b>
<i>Due within one year</i>		
Sundry debtors	9,610	13,862
	<u>9,610</u>	<u>13,862</u>
<b>7 Creditors</b>	<b>2008</b>	<b>2007</b>
	<b>£</b>	<b>£</b>
Accruals	<u>375</u>	<u>375</u>
	<u>375</u>	<u>375</u>
<b>8 Share capital</b>	<b>2008</b>	<b>2007</b>
	<b>£</b>	<b>£</b>
Authorised		
100 ordinary shares of £1 each	100	100
	<u>100</u>	<u>100</u>
Allotted, issued and fully paid		
100 ordinary shares of £1 each	100	100
	<u>100</u>	<u>100</u>
<b>9 Reconciliation of movement in shareholders' funds - unrestricted</b>		
	<b>2008</b>	<b>2007</b>
	<b>£</b>	<b>£</b>
Result for the financial year	19,879	24,318
Opening shareholders' funds	101,215	76,897
	<u>121,094</u>	<u>101,215</u>
Closing shareholders' funds		

Shareholders' funds are entirely attributable to equity interests.



## **LDS Family Services (UK) Limited**

### **Notes to the financial statements**

**for the year ended 31 December 2008**

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#### **10 ULTIMATE HOLDING COMPANY**

The company is owned by LDS Family Services (Utah), a company incorporated in USA.

The ultimate holding company and controlling party is The Corporation of The Presiding Bishop of The Church of Jesus Christ of Latter-day Saints, a corporation incorporated in the state of Utah in the United States of America.

Assurances of continued financial support have been received from The Corporation of The Presiding Bishop of The Church of Jesus Christ of Latter-day Saints.

#### **11 RELATED PARTY TRANSACTIONS**

During the year the company received a subsidy of £188,456 from The Corporation of the Presiding Bishop of the Church of Jesus Christ of Latter-day Saints.

The company is provided with offices rent free by The Church of Jesus Christ of Latter-day Saints (Great Britain) a fellow subsidiary solely owned by The Corporation of the Presiding Bishop of The Church of Jesus Christ of Latter-day Saints.

#### **12 FUTURE FINANCE**

The Corporation of the Presiding Bishop of the Church of Jesus Christ of Latter-day Saints has confirmed that it will continue to provide the funds to support the company's future activities.

#### **13 Pension and other post employment commitments**

The Company participates in a pension scheme operated by the Church of Jesus Christ of Latter-day Saints (Great Britain), the Deseret UK Benefit Plans ("The Plan"). The scheme is of the defined benefit type and is funded by contributions from the participating companies and their employees at rates determined by independent actuaries in the light of regular valuations. Such contributions are held in trustee-administered funds completely independent of group finances. Full disclosure of the valuation is shown in the accounts of The Church of Jesus Christ of Latter-day Saints (Great Britain). The company has accounted for the scheme as if it was a defined contribution scheme because it is not feasible to split the assets and liabilities of the scheme between all the companies whose employees are members. Contributions to the scheme for the year were £20,477 (2007: £18,386).